

**CITY OF CARLSBAD**  
**SUBMITTAL CHECKLIST**  
**Tentative Map Extension**

CT \_\_\_\_\_ or MS \_\_\_\_\_

**PROJECT NAME** \_\_\_\_\_

- ☐
1. Application form completed and signed by applicant. Note: It is important that you clearly state the reasons why an extension is necessary, the requested time period for the extension, usually one year, and what actions you have taken to diligently pursue the final map.
- ☐
2. 6 copies of the project's Conditions of Approval\*.
- ☐
3. 6 copies of the APPROVED Tentative Map. If you do not have a copy of the Tentative Map that is stamped "APPROVED", please ask for copies at the City of Carlsbad office at 1635 Faraday Ave.\*
- ☐
4. Property Owners' List and 2 sets of address labels. (Fee = postage x total number of labels)
- ☐
5. 300 foot radius map on 8 1/2 x 11" paper (Tentative Parcel Maps only.).  
600 foot radius map on 8 1/2 X 11" paper (Tentative Tract Maps only.).
- ☐
6. Title Report for property, current within the last 6 months, if ownership has changed since map was approved.
- ☐
7. Environmental Impact Assessment form, Part I, and processing fee.
- ☐
8. Map Extension processing fee.

*\* Nine (9) copies of the Conditions of Approval and the Approved Tentative Map are required if the project is outside the Carlsbad Municipal Water District or Sewer District.*

**SUBMITTAL COMPLETE. CHECKED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS** \_\_\_\_\_

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